

**CONFIDENTIAL**

2 March 1967

**MEMORANDUM FOR:** Chief, Intelligence Support Office (DIAAP-10)  
**SUBJECT:** DIA Survey of Customer Requirements  
for Photographic Services  
**REFERENCE:** C-1296/AP-10 Memorandum of 25 January 1967

Enclosed is the statement of CIA requirements for photographic and film services, FY 1967 and FY 1968, which was requested in the referenced memorandum.

[Redacted]  
Chief, Graphics Register  
Office of Central Reference

25X1

**Enclosures:**  
DIA Form 682 (2 copies)

OCR/GR [Redacted] (2 March 1967) [Redacted]

25X1

**Distribution:**  
Orig & 1 - Adse  
1 - GR Division File DIA  
1 - Photo Branch  
1 - Film Branch

DIA review(s) completed.

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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DIA FORM 682 (1 - 67)

OPI: DIAAP - 10

On comparison of past year estimates, the above indicates a decrease. The above should not be construed as a decrease from last year's actual requirements placed on DIAAP-10, but rather a closer examination on our part of what requirements are performed at other photographic labs. e.g., the initial distribution of Parade photos are the responsibility of FTD. In past years, our requirements for such photos were included in the estimates levied on DIAAP-10.

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**DEFENSE INTELLIGENCE AGENCY**  
WASHINGTON, D. C. 20301

C-1296/AP-10

25 January 1967

SUBJECT: DIA Survey of Customer Requirements for Photographic Services (U)

TO: Director, Central Intelligence Agency,   
Director, National Security Agency  
Director, Defense Communications Agency  
Director, U.S. Geological Survey, Dept of the Interior

1. (U) References:

a. DIA's "Detailed Plan for Photographic Intelligence in the Defense Intelligence Agency (U)," 15 March 1963 (S).

b. Memorandum from the Secretary of Defense to the Director, Defense Intelligence Agency, subject: (U) Plan for Photographic Intelligence in the Defense Intelligence Agency, 12 August 1963 (C).

c. Defense Intelligence Agency Instruction 55-1, 27 September 1965 (C), as amended (currently under revision).

2. (C) Section II, paragraph B2c of the Detailed Plan for Photographic Intelligence in the Defense Intelligence Agency, as approved by the Secretary of Defense, states that DIA will operate a film and print processing laboratory of sufficient capacity to assist in meeting the external support requirements of the Unified and Specified Commands, Department of Defense consumers in the Washington area, mapping, charting, and intelligence agencies of the Military Departments, and other authorized consumers, for bulk or selective film and print reproduction. DIAI 55-1 assigns this responsibility to the Defense Intelligence Photographic Services Office, now the Intelligence Support Office (DIAAP-10).

3. (U) In order that the Intelligence Support Office may budget for the provision of photographic services necessary to meet your needs

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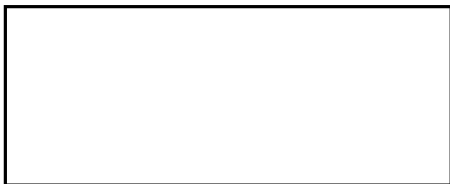
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during FY 1968 and FY 1969, a statement of your requirements for photographic reproduction and associated services is requested. Please forward your statement in two (2) copies using the survey form shown as enclosure 1. Instructions for submission of your requirements are outlined in enclosure 2.

4. (U) With reference to the instructions forwarded as enclosure 2, please disregard those outlined in paragraph 2.a.

5. (U) Please send your survey information directly to Defense Intelligence Agency, Washington, D. C. 20301, ATTN: DIAAP-10 not later than 1 March 1967. Receipt of your requirements by this date will allow for any necessary revisions to FY 1968 requirements as stated in your last year's survey of customer needs for photographic services. Negative replies, as appropriate, are requested.

FOR THE DIRECTOR:



Chief, Intelligence Support Office

2 Enclosures

1. DIA Form 682 (U)
2. Instructions for Completing  
DIA Form 682 (U)

INSTRUCTIONS FOR COMPLETING DIA FORM 682:  
SURVEY OF CUSTOMER REQUIREMENTS FOR PHOTOGRAPHIC SERVICES

1. DIA Form 682 is designed to identify estimated requirements for photo reproduction services by programs for which such support is required. One or more line entries are to be made for each program for which photo support is anticipated to be a requirement. The parameters outlined in paragraph 2 below, which are to be used to identify and describe each specific and peculiar requirement, will determine how many line entries are to be made for a given program. Therefore, your aggregate estimated requirement for photo reproduction services for FY 1968 and FY 1969 can be determined from the number of line entries (forms) submitted.

2. Explanation of Form Columnar Headings. For each line entry identifying and describing an estimated requirement for photo services support, an entry is required in the columns described in paragraphs 2a, b, c, d and e as outlined below. Entries are to be made in the remaining columns as necessary to complete identification of the requirement.

a. Program: Three (3) digit numerical identifier, extracted from enclosure 1 or 2, identifying the program for which support is required.

b. A/I: Source of the photography (Aerial or Intelligence Information Report Photo Enclosure). Identify either by "A" or "I".

c. P/N: Positive or negative form required. Indicate either by "P" or "N".

d. Tone: Color characteristics. Indicate either by "B" for black and white or "C" for color.

e. User Requirement: Entries to be made in this column serve two purposes: (1) to identify the product material base, and (2) to describe the requirement in detail. One (1) or three (3) digit entries are to be made as appropriate.

(1) Indicate whether the product required is paper or film base; "P" for paper, "F" for film. This entry is required.

Note: Provision of the information outlined in paragraphs 2a through 2e above will enable determination of general requirements in terms of contact prints, duplicate negatives, and/or duplicate positives. If a specialized requirement exists, complete the "User Requirement" column as follows:

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Enclosure 5 (C-0195/AP-10)

(2) Indicate the specific type of product or service required by entering the appropriate two (2) digit identifier extracted from the listing shown as an appendix to this enclosure. This entry is optional.

f. Remarks: Complete as necessary to further describe the requirement, based on knowledge available. For photomaterials, indicate the size of the finished product if known (5"x5", 9"x18", etc).

g. Quantity Requirements: Indicate estimated requirement in frames (i.e., individual items or exposures).

3. For requirements for photomaterials, identify only those items to be delivered (i.e., ignore products generated by intermediate processing steps required to produce the final product).

4. Completed forms are to be furnished to this Office in two (2) copies.

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